

Wildwood Acres Resort - PHOTOGRAPHERS/VIDEOGRAPHERS GUIDELINES

WE ARE A FAMILY OWNED PROPERTY OFFERING OUR VENUE FOR ONE EXCLUSIVE PARTY AT A TIME. WE RENT OUR PROPERTY FROM VENDOR ENTRY TO VENDOR EXIT. EFFICIENCY IN SET UP AND TAKE DOWN MAKES A DIFFERENCE

We are in a unique location. It is in your best interest to schedule time, prior to the event date, to drive out and preview the venue setting and logistics. Your client is responsible for your conduct. These guidelines are to help your client have a smooth flowing event, avoid damages and keep costs to a minimum. If you have any questions or need clarification please ask.

Entry Time:

Please check with your client for your entry/arrival time. Wildwood Acres Resort does not permit early entry. Please plan to arrive in our parking lot no sooner than 20 minutes prior to the contacted entry time.

YOUR EQUIPMENT:

We understand that you have a lot of mobile equipment. Please try to find a place where it will be out of the way and out of sight while you are not using it.

CLEAR THE AISLE:

In order to keep passageways clear before and after the ceremony, please check with your client before you set up to find out which aisles will be used for guest seating.

AFTER THE CEREMONY:

From ceremony to seating for dinner is about 45 minutes with our typical appetizer package. Please plan on limiting photo time to 30 minutes. If the clients wish to extend this time, they may do so by arranging ahead of time to extend appetizers service to the guests or to allow dinner to begin while you continue taking photographs.

THE GREAT SHOT:

A reminder: Stay off the hills and avoid stepping over or through the planters. We understand you sometimes only get one chance to capture a special moment, but we have up to 4 brides a weekend that want to enjoy all our greenery. Climbing on rocks and standing on benches or chairs is dangerous and prohibited so please bring your own stool or stepladder if you anticipate needing it. All the plants go through cycles through out the year,. Do not break or cut foliage for your shot, change the location if needed.

FURNITURE AND PROPS:

Wildwood has a unique collection of furniture and props. Please ask for permission before adjusting or using any furniture or props for a shot. Outside vendors must schedule an appointment, months in advance to come in and view the grounds. Any items used (with permission) must be replaced in their original location. Any items not put back in the proper place are subject to a cleanup fee of \$200 minimum. Clients will be charged for moving permitted items back into place if not done immediately after the photo session.

GARDENS AND GROUNDS:

Please understand the gardens and grounds are of Wildwood Acres Resort are essential in presenting a beautiful environment for the guests and customers. Please refrain from damaging any of the floras.

I have read through the guidelines listed above and acknowledge that I understand them.

Bride & Groom: _____ Wedding Date: _____

Legal Business Name: _____ License #: _____

Insurance Carrier: _____ Policy #: _____

Day-of Contact (Print): _____ Signature: _____

Date: _____ Title: _____

Assistant(s) (Print): _____ Signature: _____

Date: _____ Title: _____